Board Members present included Mr. Matthew Paugh, Board President; Dr. Nathan Sorber, Board Vice President; and Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Also present for the meeting Ms. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Ms. Karen DeVore, Executive Director of Curriculum, Instruction and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; Mr. Paul Edwards, Director of Secondary Education; Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security; and Sheyenne Tichnell, Student Board Member.

The meeting was held at Central Office in the Board Room.

1. Opening

A. Opening of Meeting
Mr. Matthew Paugh, Board President, called the meeting to order at 4:01 p.m.

B. Public Comment
There was no public comment at this part of the meeting.

C. Move to Executive Session
A motion was made by Tom Woods to go into Executive Session and seconded by Nathan Sorber. Final Resolution: Motion Carries; Yea: Monica Rinker, Charlotte Sebold, Nathan Sorber, Tom Woods.

D. Executive Session Closed to the Public
The Board of Education met in an Executive Session on Tuesday, May 8, 2018, at Central Office in the Board Room at 4:03 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: personnel topics, pursuant to §3-305(b)(1); investment of public funds pursuant to §3-305(b)(5); review of Executive Session minutes; and collective bargaining/negotiations topics pursuant to §3-305(b)(9).
Tom Woods made a motion to close the meeting, and this was seconded by Nathan Sorber. Thereafter, the Board unanimously voted to close the session, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods. The closed session began at 4:03 p.m.

The Board recessed the Executive Session at 5:45 p.m. The Executive Session reconvened at 8:45 p.m.

The topics discussed and actions taken include the following:

Personnel topics, pursuant to §3-305(b)(1):

a. Student Board Member Interviews
The Board interviewed 3 candidates for the Student Member of the Board for 2018-19. The Board did not take action on this item but selected the 2018-19 SMOB with an overall consensus.

b. Bus Contract
The Board discussed an open bus contract. A committee was assigned to interview the 9 applicants for the bus contract and to provide the Board with a bus contractor recommendation. The Board took this matter into consideration and will vote on it during the public session.

c. Personnel
Dr. Jane Wildesen, Director of Human Resources recommended a reclassification of a specific employee.
Tom Woods made a motion to approve the reclassification, and Nathan Sorber seconded the motion. The Board unanimously approved the motion with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

d. Professional Leave Request
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented a professional leave request that required the Board approval.
Nathan Sorber made a motion to approve the professional leave request, and Tom Woods seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Investment of Public Funds
Mrs. Alison Sweitzer, Director of Finance, discussed with the Board a proposal to amend the Retiree Health Plan Trust Agreement currently in place with the Coalition.
Tom Woods made a motion to amend the Retiree Health Plan Trust Agreement, divide the assets according to the allocations, and distribute the interest to each entity, in trust. Nathan Sorber seconded the motion. The Board unanimously approved the motion with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Executive Session Minutes
The Board reviewed the Executive Session minutes from the April 10, 2018, meeting. Nathan Sorber made a motion to accept the minutes, and Tom Woods seconded the motion. The Board unanimously voted to approve the minutes, with a yea
vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

**Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):**
Dr. Wildesen and Mrs. Sweitzer provided an update to the Board regarding negotiation status and updates for Unit I and Unit III negotiating groups.
Based on the negotiation team’s recommendation, Tom Woods made a motion to accept the parameters of the negotiation agreements, and Monica Rinker seconded the motion. The Board unanimously approved the parameters, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

**Administrative Function**
The Board discussed concerns regarding school visits.

**Adjournment**
Nathan Sorber made a motion to adjourn the Executive Session, and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:00 p.m., with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Board Members present included Matthew Paugh, President; Dr. Nathan Sorber, Vice President; Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods; and Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools. Mr. Brandon Hoover, Board Attorney; Ms. Karen DeVore, Executive Director of Curriculum, Instruction and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance, Mr. Richard Wesolowski, Director of Transportation, and Mrs. Stephanie Wesolowski, Supervisor of College and Career Readiness, were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present at part of the meeting for the purpose of taking minutes.

2. Welcome

**A. Re-Opening of Public Session**
Mr. Matthew Paugh, Board President, re-opened the Public Session at 5:47 p.m.

**B. Moment of Silence**

**C. Pledge of Allegiance - Student Board Member**
Sheyenne Tichnell, Student Member of the Board, led the Board and public in the Pledge of Allegiance.

**D. Approval of the Agenda - Action**
Nathan Sorber made a motion to approve the amended agenda and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**E. Approval of the April 10, 2018 Minutes - Action**
Tom Woods made a motion to approve the April 10, 2018, Public Session Minutes and Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**F. Closed Session Summaries**
Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the April Board Meeting:

The Board of Education met in an Executive Session on Tuesday, April 10, 2018, at Central Office in the Board Room under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: Review of Executive Session minutes; Personnel Topics, pursuant to §3-305(b)(1); and Collective Bargaining/Negotiations Topics, pursuant to §3-305(b)(9). Additionally Ms. Baker, Superintendent, discussed an Administrative Topic pertaining to the robotics program.

Monica Rinker made a motion to close the Public Session and Tom Woods seconded the motion. Thereafter, the Board unanimously voted to close the session, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods. The closed session began at 4:02 p.m.
The Board recessed the Executive Session at 5:58 p.m. to begin the Public Session. The Executive Session reconvened at 9:35 p.m.

The topics discussed and actions taken include the following:

**Executive Session Minutes:**
The Board reviewed the Executive Session minutes from the March 13, 2018 Board Meeting. Mr. Paugh recommended a revision to the minutes. Nathan Sorber made a motion to accept the amended minutes, and Charlotte Sebold seconded the motion. The Board unanimously voted to approve the amended minutes, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

**Personnel topics, pursuant to §3-305(b)(1):**

**a. Certificated Employee Recommendation**
The Board received a certificated employee recommendation from Dr. Jane Wildesen, Director of Human Resources and Employee Relations. The employee details are below:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Location</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Megan Hoover</td>
<td>Teacher, Visually</td>
<td>CO</td>
<td>7/1/2018</td>
</tr>
</tbody>
</table>
The certificated employee recommendation was added to the Consent Agenda for the Board to take action on during the Public Session.

b. Administrative Salaries
The Board inquired about the salaries of certain persons who hold administrative positions. Mrs. Baker provided the information as requested. The Board took these matters under consideration, but took no action on this information.

Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):

a. Healthcare Coalition Update
The Board received updates from Mrs. Alison Switzer, Director of Finance and Dr. Jane Wildesen regarding the budgetary modeling and design for the healthcare coalition, as it relates to negotiations. The Board took these matters under consideration, but took no action on this information.

b. Negotiations Update
Dr. Wildesen and Mrs. Switzer provided an update to the Board regarding negotiation status and updates for Unit 1, Unit III, and GCAFT negotiating groups. Based on the negotiation team’s recommendation, Nathan Sorber made a motion to modify specific items within the parameters of the negotiations and Tom Woods seconded the motion. The Board unanimously approved the modification, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Administrative Function
Ms. Barbara Baker, Superintendent, provided an update to the Board regarding the school system Robotics Programs. The Board discussed the need for policy and procedure regarding the administration of the program. The Board took these matters under consideration, but took no action on this information.

Adjournment
Tom Woods made a motion to adjourn the Executive Session, and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:28 p.m., with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Board Members present included Matthew Paugh, President; Dr. Nathan Sorber, Vice President; Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools, Mr. Brandon Hoover, Board Attorney, and Ms. Karen DeVore, Executive Director of Curriculum, Instruction and Administration were also present for the meeting. Dr. Jane Wildesen, Director of Human Resources; and Mrs. Alison Switzer, Director of Finance, were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present at the meeting for the purpose of taking minutes.

G. Announcements
Ms. Barbara Baker, Superintendent, discussed upcoming events and meetings.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 9 - 11</td>
<td>Maryland Teachers of the Year Retreat in Garrett County</td>
</tr>
<tr>
<td>May 14</td>
<td>MABE Board Service Academy: Open Meetings Act</td>
</tr>
<tr>
<td></td>
<td>MABE Office, Annapolis, MD</td>
</tr>
<tr>
<td></td>
<td>9:30-12:30 p.m.</td>
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<tr>
<td>May 22</td>
<td>Maryland Teacher of the Year State Board Recognition and Honors Luncheon</td>
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<td>MSDE in Baltimore, MD</td>
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<tr>
<td>May 28</td>
<td>Memorial Day, Schools Closed</td>
</tr>
<tr>
<td>May 30</td>
<td>Last Day of School for Seniors</td>
</tr>
<tr>
<td>June 2</td>
<td>High School Graduation Ceremonies CARC Building</td>
</tr>
<tr>
<td></td>
<td>NHS 10:00 a.m.</td>
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<td></td>
<td>SGHS 2:00 p.m.</td>
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<tr>
<td>June 9</td>
<td>Bus Driver Appreciation Picnic Garrett County Fairgrounds 4:00 - 7:00 p.m.</td>
</tr>
<tr>
<td>Jun 11, 12</td>
<td>Final Exams, Students Dismissed 2 Hours Early</td>
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<tr>
<td>June 13</td>
<td>Last Day of School for Students</td>
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<tr>
<td></td>
<td>Students Dismissed 2 Hours Early</td>
</tr>
<tr>
<td>June 14</td>
<td>Professional Day, Last Day for Teachers</td>
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</tbody>
</table>

Ms. Baker also mentioned that on May 2, 2018, she met with County Planning Representatives to discuss the Garrett County Comprehensive Plan. There will be a Garrett County Community Visioning Session on May 18, 2018, at 7:00 p.m. The Elected Board of Education members and the public are welcome to attend. Ms. Baker will notify them when the location of the meeting has been determined.

3. Recognitions

A. Southern Garrett JROTC Rifle Team
Mrs. Charlotte Sebold, Board Member, recognized the Southern Garrett Junior Reserve Officers' Training Corps (JROTC) Rifle Team. The Southern Garrett JROTC Cadet Commander and Rifle Team competed in 13 competitions this year, and they
traveled to two regional championships. Each member earned a junior achievement pin from the Civilian Marksmanship Program.

B. Garrett County FIRST FLL Team#3665, iLEGO
Dr. Nathan Sorber, Board Vice President, recognized the Garrett County FIRST (For Inspiration and Recognition of Science and Technology) FLL (First LEGO League) Team #3665, “iLEGO,” for winning the third place Champion’s Award at Maryland’s State Championship, after winning second place at the Garrett Qualifier.

C. NeXT GEN FIRST LEGO League (FLL) Team
Mr. Tom Woods, Board Member, recognized NeXT GEN FIRST LEGO League Team for winning the first place Champion’s Award at the Mountain State Qualifier held at Northern High School, qualifying for the Maryland State FLL Championship, winning the best innovative project for their “Pick Me Up Coaster,” and winning the first place Champion’s Award at the Maryland State FLL Championship.

D. Garrett County Teacher of the Year – Jennifer Virts
Mr. Matthew Paugh, Board President, recognized Mrs. Jennifer Virts, Northern Garrett High School teacher, for being named the 2018-19 Garrett County Teacher of the Year.

E. Teacher Appreciation Week - May 7 - 11, 2018
Mr. Matthew Paugh, Board President, recognized Teacher Appreciation Week by presenting a proclamation to Patrick Damon, teacher at Accident Elementary, and Stephanie Lewis, teacher at Southern Garrett High School, on behalf of all GCPS teachers.

F. National School Nurse Day - May 9, 2018
Mrs. Monica Rinker, Board Member, recognized National School Nurse Day, May 9, 2018, by presenting a proclamation to Mrs. Rebecca Aiken, School Nurse Manager, Melanie Pratt, School Nurse at Grantsville Elementary, and Dr. Phil Lauver, Supervisor of Pupil Services, on behalf of all of the school nurses in Garrett County Public Schools.

G. Pupil Personnel Worker Week - May 14 - 18, 2018
Mr. Tom Woods, Board Member, recognized Pupil Personnel Worker Week by presenting a proclamation to Dr. Phillip Lauver, Supervisor of Pupil Services, and Ms. Lindsey Strubin, Pupil Personnel Worker.

H. 2018 Maryland Skills USA Championship Recognitions
Mrs. Monica Rinker, Board Member, recognized the Southern Garrett High School students that took top placement at the SkillsUSA Maryland State Championship in April. Six students took top placement in different areas including First Aid/CPR, Cabinet Making, Welding, Basic Health Care Skills, and Nurse Assisting.

4. Program Update

A. Overview of Garrett County Association of Student Councils
Student Council representatives from the middle and high schools presented an overview of their 2017-18 activities and accomplishments, including charity drives, community projects, school spirit initiatives, and school reform projects.

5. New Business

A. Work Ethic Diploma Program
Mr. Paul Edwards, Director of Secondary Education, discussed the new Work Ethic Diploma Program which will be implemented next school year. The program will reinforce the value of positive work ethic and commitment to successful employment and develop and improve soft skills of Garrett County Public School students.

B. FY2019 Liability Insurance Bid - Action
Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, requested the Board approve the liability insurance bid from CBIZ, which provides coverage for automobiles, property, equipment, crime, abuse/molestation, cyber, CNA, etc.

A motion was made by Monica Rinker to approve the liability insurance bid from CBIZ and seconded by Tom Woods. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

C. SGHS Culinary Classroom Project Bid - Action
Mr. William Swift requested the Board approve a project bid to replace the kitchen exhaust hood system in the culinary arts room at Southern Garrett High School. The lowest bidder for this project was Rush Services.

A motion to approve Rush Services to complete the SGHS culinary classroom project was made by Nathan Sorber and seconded by Charlotte Sebold. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

D. Educational Facilities Master Plan
Mr. Swift presented the 2018 Educational Facilities Master Plan (EFMP). The EFMP provides an overview of the school system, including enrollment and building information. It also includes the current needs of the system. The EFMP will be presented for adoption at the June 12, 2018, Board Meeting.

E. "Understanding HIV/AIDS" for Health Curriculum for 7th Grade
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, discussed the recommendation of the Curriculum Committee to include "Understanding HIV/AIDS" video by Redefine Positive-Educational Video Series in the 7th grade Health Class curriculum. The video will be available for review at GCPS central office beginning May 9, 2018, and ending on June 8, 2018. The Board will vote on adopting the new curriculum at their June 12, 2018, Board Meeting.
F. School Bus Contract - Action
Mr. Richard Wesolowski, Director of Transportation, requested the Board approve an open bus contract for the upcoming 2018-2019 school year to Mr. Leonard Custer.

Tom Woods made a motion to approve an open bus contract with Mr. Leonard Custer, and Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

G. Budget Transfer
Mrs. Alison Sweitzer, Director of Finance, requested the Board approve a budget transfer request. The request is to transfer $50,000 from Fixed Charges to Instructional Supplies & Materials and Equipment. The available funds from fixed charges resulted from a change in the over 65 retiree health plan.

The recommendation to transfer funds is to purchase the following instructional items:
- Orton-Gillingham Supplies & Materials - $11,200
- Music & Theater Equipment - $13,800
- Interactive Displays - $25,000

A motion was made by Nathan Sorber to approve the budget transfer and seconded by Tom Woods. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

6. Public Comments
There was no public comment at this part of the meeting.

7. Policies and Procedures

A. IJOBA School Improvement Teams Policy - Action
Mrs. Karen Devore presented the revised IJOBA School Improvement Teams Policy to the Board for their approval.

A motion was made by Tom Woods to approve the revised IJOBA School Improvement Teams Policy and seconded by Nathan Sorber. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

B. BGC Policy Revisions - Action
Mrs. Karen Devore presented the revised BGC Policy to the Board for their approval.

Tom Woods made a motion to approve the revisions to BGC Policy, and Nathan Sorber seconded the motion. Final Resolution: Motion Carries in a 3:2 vote; Yea: Tom Woods, Nathan Sorber, Matthew Paugh, Nay: Charlotte Sebold, Monica Rinker

8. Continuing Business

A. FY2019 Superintendent’s Operating Budget - Action
Mrs. Alison Sweitzer, Director of Finance, presented the FY2019 Superintendent’s Operating Budget with revisions as requested at the April 10, 2018, Board Meeting. Ms. Sweitzer requested the Board approve the Superintendent’s Operating Budget as revised.

Nathan Sorber made a motion to approve the Superintendent’s Operating Budget. Charlotte Sebold seconded the motion.

Tom Woods made a motion to amend the budget with a transfer of $15,000 to the Robotics Program (instruction and pupil transportation) from other categories at the Superintendent’s discretion, provided that the funds do not come from student instruction or enrichment areas. Nathan Sorber seconded the motion. Final Resolution: Motion to amend carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

The Board also discussed the need for a policy and procedure regarding the Robotics Program.

Matthew Paugh called for a vote on the budget as amended. Final Resolution: Motion Carries in a 3:2 vote: Yea: Tom Woods, Nathan Sorber, Matthew Paugh; Nay: Charlotte Sebold, Monica Rinker

B. RISE Strategic Issues Feedback and Timeline
Ms. Barbara Baker, Superintendent, discussed the RISE Strategic Plan issue report. She shared the public comments that were received and a tentative timeline for the strategic plan through October 2018.

9. Board Business

A. Student Member of the Board Report
Ms. Sheyenne Tichnell, Student Member of the Board, shared information with the Board regarding the student activities at the schools as well as the student council meetings.

B. Board Member Update
Ms. Charlotte Sebold, Board Member, shared information regarding the Student Arts Fair and the Hickory Advisory Committee meeting. Mrs. Monica Rinker, Board Member, discussed the Student Arts Fair, NGHS FFA Banquet, and the We CARE event that she recently attended.

C. Ratification of Employee Contracts - Action
Dr. Jane Wildeisen, Director of Human Resources, presented the GCAFT Head Custodians and Head Cafeteria Managers Comprehensive Negotiated Agreement to the Board for their approval. The bargaining unit ratified on April 27, 2018, and reached a tentative agreement.
A motion was made by Nathan Sorber to approve the GCAF T Head Custodians and Head Cafeteria Managers Comprehensive Negotiated Agreement and seconded by Monica Rinker. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

10. Informational Items
   A. May and June 2018 School Activities
   B. May 2018 Home & School Connection

11. Recess or Adjournment

   The Board recessed the Public Session and returned to the Executive Session at 8:47 p.m.

   The Board returned to the Public Session. Tom Woods made a motion to adjourn the meeting, and Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

   The meeting adjourned at 10:01 p.m.